

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF THE
REDEVELOPMENT AUTHORITY OF THE COUNTY OF LANCASTER
SEPTEMBER 28, 2021
IMMEDIATELY FOLLOWING THE 4:00 P.M. MEETING OF THE
LANCASTER COUNTY HOUSING AUTHORITY
28 PENN SQUARE, SUITE 200
LANCASTER, PA 17603**

The members of the Board of the Redevelopment Authority of the County of Lancaster met Tuesday, September 28, 2021. The Board meeting was held at the office of the Redevelopment Authority of the County of Lancaster, 28 Penn Square, Suite 200, and via Zoom videoconferencing.

Members of the Board in attendance: Ed Fisher, Jim Williams, Laura Lyon Slaymaker, Jim Eby, and Gerald Robinson.

Staff members present were: Justin Eby, Executive Director; Terry Danforth, Tenant Services Director; Michaela Allwine, Director Housing and Community Development; Jocelynn Ritchey, Manager Planning & Resource Development; Audrey Steinmetz, Tenant Services Manager; and Marian Joyce, Secretary.

Mr. Fisher called the meeting to order at 4:17 p.m.

Public Comments - None

Minutes of the August 24, 2021 meeting were approved. The motion was made by Ms. Lyon Slaymaker, second by Mr. Robinson, and unanimously accepted.

Communications: Mr. Justin Eby stated that another \$6.2 million in funding through the Department of Human Services is available for ongoing assistance via the American Rescue Plan Act. Mr. Eby had attended the Commissioners' Meeting regarding this separate pool of funds and it will be brought before the Board for their input and approval.

The *Treasurer's Report* for August 2021 was tabled until the following month.

Report of the Executive Director: Mr. Justin Eby referred the Board to his written report. He stated that The Redevelopment Authority had a busy month with property acquisitions, loan closings, project completions and property dispositions. Auditors are expected to be here during October for a week.

Jocelynn Ritchey, Manager of Planning & Resource Development, provided a quick overview of the upcoming Extra Give and efforts to promote our Authority Programs through the Lancaster Redevelopment Fund. She recalled that staff member, Glenda Machia ran the first few campaigns. This year the Authority has set an aggressive goal of \$25,000. Ms. Ritchey said that she would like to gauge Board member interest in engaging as peer-to-peer fundraisers in order to expand the Redevelopment Fund network. She answered questions from Mr. Robinson and Ms. Lyon Slaymaker, noting that she can send templates so members can share their involvement with the organization, why they are on the Board etc. Ms. Lyon Slaymaker said she will post about the Redevelopment Fund Extra Give on her Facebook page.

Committee Reports – None

Unfinished Business:

1) The Board authorized a Contract with Ephrata Public Library to supersede the contract with Northern Lancaster Hub under Resolution RA-JUL 21 #47-B of 2021. Mr. Justin Eby provided background, noting that the change is only to the legal name, and all else – dates and dollar amounts etc are the same. (Northern Lancaster Hub is not a legal entity in its own name but is operating as part of Ephrata Public Library). The motion to approve was made by Mr. Williams, second by Mr. Robinson and unanimously carried. (A copy of said Resolution [SEP 21 #61] is attached hereto, and made a part hereof).

NOW, THEREFORE, BE IT RESOLVED by the Board of the Redevelopment Authority of the County of Lancaster to authorize the Executive Director to execute the contract with *Ephrata Public Library* for a period beginning on July 1, 2021, and terminating June 30, 2022, using Fiscal Year 2021 Emergency Solutions Grant Funds.

New Business:

1) The Board approved a contract with Unthinkable Group LLC to finalize the Strategic Plan, including leadership goals, development of the management team and other organizational structuring efforts. Mr. Justin Eby provided background and answered a question from Mr. Robinson regarding length of contract. Mr. Eby, Executive Director, will provide regular updates and the services can be re-evaluated if needed, as it's a monthly retainer. Mr. Fisher stated that he was in favor as long as the services stayed within budget. The motion to approve was made by Ms. Lyon Slaymaker, second by Mr. Robinson and unanimously carried. (A copy of said Resolution [SEP 21 #62] is attached hereto, and made a part hereof).

NOW, THEREFORE, BE IT RESOLVED by the Board of the Redevelopment Authority that the Executive Director is authorized to sign documents required to engage *Unthinkable Group LLC* according to the professional services proposal dated September 20, 2021, in an amount not to exceed Eighteen Thousand Dollars and 00/100 (\$18,000.00).

2) The Board approved a contract with Tenfold for Homeless Services. Mr. Justin Eby provided background, noting that this is to hire another person for the CHART program in order to help keep up with the current higher than normal volume of applicants. The motion to approve was made by Mr. Williams, second by Ms. Lyon Slaymaker and unanimously carried. (A copy of said Resolution [SEP 21 #63] is attached hereto, and made a part hereof).

NOW, THEREFORE, BE IT RESOLVED by the Board of the Redevelopment Authority of the County of Lancaster to authorize the Executive Director to execute a contract with Tenfold in an amount not to exceed FORTY THOUSAND THREE HUNDRED AND SEVENTY-ONE AND 00/100 DOLLARS (\$40,371.00) for a period beginning on October 1, 2021 to September 30, 2022, using Emergency Solutions Grant Coronavirus (ESG-CV) Funds.

Other Business: Mr. Fisher announced that the next meeting of the Board of the Redevelopment Authority of the County of Lancaster is expected to be held Tuesday, **October 26, 2021** at the offices of the Lancaster County Housing and Redevelopment Authorities, 28 Penn Square, Suite 200, immediately **following the 4:30 p.m. meeting** of the Lancaster County Housing Authority.

The Board went into Executive Session at 4:38 p.m. Mr. Justin Eby, Executive Director, and Ms. Allwine, Director Housing and Community Development, remained while other staff exited.

The Board came out of Executive Session at 5:28 p.m. and the meeting was adjourned.

Marian C. Joyce, Secretary